



Office of Internal Audit Monthly Internal Control Tip

If you ever have a concern regarding unethical activity, don't keep it to yourself! Discuss it with the appropriate supervisory personnel. Or if you prefer to remain anonymous, you may report the activity through the Louisville Metro Ethics Tipline.

The Louisville Metro Ethics Tipline was established to provide employees and citizens a way to confidentially report concerns of unethical actions by Louisville Metro Government officials and employees. Unethical activity can be reported to the Louisville Metro Ethics Tipline by way of one of the following methods:

Via Telephone: 1-888-226-2264

Via Online Reporting: [Louisville Metro Government's Web Reporting System](#)

Your report is taken by The Network, an independent provider of hotline services. It is then provided to Louisville Metro Government officials for investigation and follow-up. At no time will your identity be known if you choose to remain anonymous.

Should you choose to provide your name, your identity may be subject to disclosure under Kentucky's Open Records Laws.

Allegations of unethical conduct must involve a Louisville Metro Government employee, contractor, or supplier doing business with Louisville Metro Government. If the conduct does not meet this requirement, it should not be reported via the Louisville Metro Ethics Tipline.

In order for a report to be properly investigated, the following is needed.

- Who was involved in the alleged misconduct.
- How the alleged misconduct occurred.
- When the alleged misconduct occurred.
- Where the alleged misconduct occurred.

It is important to have as much of this information prior to initiating the report.

To learn more about the Louisville Metro Ethics Tipline, click [here](#).

This tip brought to you by the Office of Internal Audit. Previous Monthly Internal Control Tips can be found on the Office of Internal Audit's webpage, located [here](#).